



STANDARD SUPPLEMENTAL DOCUMENTS

Standard supplemental documents that accompany a Final Plat resubmittal will vary depending on the specific project and the review comments provided by LDD Plat Review Staff after reviewing the Final Plat Application to Development Management (see Final Plat Application Process on Process Overview page). The documents are separated into two categories: City Standard Supplemental Documents, and Applicant Provided Supplemental Documents.

City Standard Supplemental Documents: The template for these documents are provided by The City, and are completed by the Applicant/Owner or the Design Professional. After review by Land Development Division, they are executed by the Applicant/Owner. Once executed by the Applicant/Owner, the documents are provided to the Plats Review Group for execution by The City. Fully executed documents accompany the Final Plat, once released for recording.

- Standard Agreements – These include Subordination Agreements, Maintenance Agreement, Deferral Agreements, or other applicable agreements (See Standard Agreements under the Land Development Submittal Process on the Process Overview page).
- Standard Partial Deed of Release – This is required when a Deed of Trust is listed on the Ownership Certificate, and Right-of-Way is being dedicated (See Standard Agreements under the Land Development Submittal Process on the Process Overview page).
- Standard Subordination of Deed of Trust – This is required when a Deed of Trust is listed on the Ownership Certificate, and Right-of-Way is NOT being dedicated (See Standard Agreements under the Land Development Submittal Process on the Process Overview page).
- Standard Aviation Noise Easement – This easement is required to encompass the entire Plat boundary, when a Plat is located near an airport. (See Standard Easements under the Land Development Submittal Process on the Process Overview page).
- Standard Agreement for Noise Disclosure – This agreement is required to encompass the entire Plat boundary, when a Plat is located near an airport. The agreement will be executed by the Director of Aviation Department, once executed by the Applicant/Owner. (See Standard Easements under the Land Development Submittal Process on the Process Overview page).

Applicant Provided Supplemental Documents: These documents are provided by the Applicant/Owner or the Design Professional.

- Ownership Certificate – provided with Final Plat Application to Development Management
- Copy of current paid tax receipts – provided with resubmittal
- Copy of paid Parkland receipts – provided with resubmittal
- Covenants, Conditions, & Restrictions – provided with resubmittal
- Condominium Declarations (for Condominium Plats only) – provided with resubmittal
- Documentation that all Judgments, Liens, or Lawsuits are satisfied as evidenced by their removal from the update Ownership Certificate.
- Copy of recorded Certificate of Compliance for Dangerous Buildings – Contact Dangerous Buildings Department at (816) 784-4020 for more information.
- Copy of Special Assessments – Contact Finance Department Treasury Division.

All documents required by LDD Plat Review with the resubmittal must be submitted as a complete package in the resubmittal. Questions regarding these documents should be directed to LDD Plat Reviewer at (816) 513-1500, Option 2, and ask for the Plats Reviewer Assigned to your project.

Please direct LDD Plat resubmittals to the 5th floor of City Hall:
City Planning and Development Department - Development Services
Attn: Sy Noorbakhsh, C.B.O. Supervisor of Plans Management
Permits Division, Plans Management Branch
Kansas City, Missouri 64106
Tele: (816) 513-1500 Opt #3 then Option #3 again
E-mail: sy.noorbakhsh@kcmo.org
Fax: (816) 513-1484